

**Stamford School Readiness Council
Parent Outreach Committee Meeting/
Early Childhood Fair Committee Meeting**

March 22, 2012

12:30-1:30 p.m.

United Way of Western Connecticut, 62 Palmer's Hill Road

MEETING SUMMARY

Attendees

Karen Brennan	Stamford Discovery Coordinator, United Way of Western CT
Karen Feder	Director of Youth Services, Abilis
Deborah List, Co-Chair	Parent
Keiah Minott	Parent
Michele Sabia	Curriculum Associate for Early Childhood Education, Stamford Public Schools
Luz Tsiralidis	Parent
Beryl Williams	School Family Resource Facilitator, Office of Family and Community Engagement, Stamford Public Schools

The Parent Outreach Committee joined forces with the Early Childhood Fair Committee to plan this year's event on Saturday, May 19, 2012 at Cove Island Park.

To Date:

- Our Cove permit has been approved and parking waiver secured (as I explained today, we are being grandfathered this year; next year no parking waivers will be given out in the future)
- The Fair date is on the Acting Superintendent's and Mayor's calendars.
- The Bossy Frog has been confirmed and paid.
- We hired Amazing Andy to do a magic show at 11:00 a.m.
- Animal Embassy has been booked.
- First Country Bank is considering sponsoring the event and we hope to hear from them soon.

Next Steps:

- Flyer and poster will be revised; translated into Spanish; duplicated (in progress; Karen)
- Mailing to preschools and community programs regarding the event and table reservations (in progress; Karen)
- Contact Cove Tent regarding date and chair/table order (Karen)
- Locate tablecloths, table signs, and banner (Michele)
- Contact Stamford Fire and Police Departments for Touch-a-Truck (Karen)
- Contact Steve Schneider regarding having a school bus at the event (Beryl)
- Contact Ferguson Library regarding craft table (e-mail sent; Karen)
- Secure giveaway books (Karen Feder)

- Secure United Way bags (Jennifer)
- Recruit student volunteers (Beryl through JRB and Alta; Alisha through Interact Clubs)
- Purchase tattoos, face paint, helium tanks (TBD depending on funding/reimbursement)
- Secure food and water donations (Karen Feder, water; Karen B. food and water from Fairway or Costco)
- Send flyers home in K-2 backpacks (Beryl)
- Find Stamford Hospital Clowns (e-mail sent; Karen)
- Contact Dr. Mathur regarding a KIDS' FANS table (e-mail sent; Karen)
- Contact Anne Farrell about photography and sign her son Patrick up for balloon animal duty (e-mail sent, Karen)
- Set up Born Learning Trail (Tricia and Co.; Karen B. to get trail)
- Get the word out/help with flyer and poster distribution (All)
- Press release week before event (Karen)

We decided that our next meeting can be the day before the Fair – **Friday, May 18 at 9:30 at SoundWaters**. Setup on the day of the Fair starts by 7:30 a.m. and I will provide coffee and donuts.